**TERMS AND CONDITIONS FOR PARTICIPANTS**

1. Auction Subject: Sale of UNHCR used vehicles (Toyota Land Cruiser Prado and Nissan Pathfinder)
2. Vehicles \*Not Customs Cleared\* - lots 1-5 are available for bidding to International Organisations and UN Agencies in Ukraine. Vehicles <Customs Cleared> – lots 6, 7 and 8 are available for bidding to the general public.
3. Bidders are requested to agree to these conditions in writing and use the form in page 2 to provide a bid offer and attaching the deposit receipt.
4. Bidders may offer for one or more vehicles. This bid form is to be completed for each vehicle and a deposit is to be made for each vehicle bid on.
5. A signed Deposit Receipt(s) at an amount of UAH 12,000 is required for each vehicle to be bid on. Provision of a copy of national ID card by the bidders is compulsory in order to make a deposit. No deposits can be recovered without a deposit receipt and national ID card. If a bid is made without a signed deposit receipt, it will be rejected.
6. Please be aware that the bid cannot be cancelled after submission and once received by UNHCR.
7. The Bid Form on page 2 is to be filled with the offered price by vehicle, and include currency of payment, name, address, email, telephone number of the bidder and signed with a deposit receipt in order to be considered valid.
8. All offers are to be made in the currency of payment, in either UAH or USD. IF YOUR OFFER DOES NOT MENTION CURRENCY OF PAYMENT, IT WILL BE REJECTED.
9. The sealed bids are to be placed in the tender box in the reception area of UNHCR at 16 Lavrska before the closing deadline of Friday, 06 December 2019 at 17:00 hrs. The sealed envelope is to be addressed to: UNHCR Ukraine, Attn: Secretary, LCC, 2019/080, UNHCR Ukraine, 16 Lavrska, Kyiv.
10. All items offered for sale at this auction are subject to a **“reserve price”** set by the Seller. UNHCR is not obliged to disclose and/or to award the sale of an item if this reserve price is not met.
11. All items offered for sale at this auction are sold on **“as-is-where-is”** basis. UNHCR will not hold any liability for the present or future condition of the items being sold at the auction.
12. Bidders are allowed to view the vehicles and make deposits during working hours between 27 November and 6 December 2019 between 10h00-17h at UNHCR, 16 Lavrska St, Kyiv.
13. The Deposits of the unsuccessful bidders except first and second ranked bidders will be returned to bidders immediately once the winners are determined not later than 3 January 2020.
14. The bid opening will be within one week after deadline for bid submission.
15. Once the winner is announced by UNHCR, the winner will need to confirm his/her acceptance to UNHCR in writing. UNHCR will then provide the bank account details where he/she will be obliged to deposit the offered amount after deducting the deposit amount of UAH 12,000 within 5 working days otherwise the deposit will be forfeited without any right to legal action.
16. If the first ranked bidder fails to deposit full offered amount within the set deadline, his/her deposit will be forfeited and the first ranked bidder will have no right to legal action. UNHCR may then decide to offer the vehicle to the second ranked bidder in writing. If the second ranked bidder accepts the offer in writing, he/she will be given 7 working days to pay in full. Should the second ranked bidder fail to pay within the deadline, he/she will also lose the deposit without any further right to legal action.
17. Vehicles auctioned have only third party insurance up to 31 December 2019.
18. Payment of municipality charges, taxes, customs charges and registration plate charges, Transfer of Ownership of the vehicle(s) purchased at through the sealed bid process shall be the responsibility of the Buyer.
19. The Buyer will be responsible to obtain any certificate required for registration of the vehicle i.e. standard and environment certificates, at their own cost.
20. Upon full payment of the vehicle price, a signed and stamped Bill of Sale shall be made available by a UNHCR representative and the winner shall follow up on obtaining appropriate registrations plates, at their own cost.
21. The vehicle/s will be physically handed-over to the awarded bidder after full deposit of the offered price is recorded in UNHCR’s bank account. The vehicle is to be removed from the UNHCR parking as soon as possible.
22. Upon payment of the full amount (100% of the sale price) dissuasion shall not be admissible and paid advances shall not be reimbursed.
23. The Bidder hereby acknowledges that the purpose of the purchase is for civilian use only.
24. **UNHCR staff members are not permitted to participate in bidding for any of the items subject to this sale process.**

This form is to be used to make a firm bid for the auction of used UNHCR vehicles as listed below. Other forms or types of formats used to make a bid may be rejected. If bidding on more than one vehicle, please fill a separate bid form for each vehicle and ensure a deposit receipt is attached to each bid form.

**IMPORTANT NOTICES:**

1. Your offer must indicate the currency of offer (either UAH or USD). If not, the bid will be invalid.
2. You must attach to your bid(s) a copy of your signed Deposit Receipt for your offer to be considered valid.
3. Vehicles indicated as \*Not Customs Cleared\* (lots 1-5) are only available to International Organisations and UN Agencies in Ukraine.
4. Vehicles indicated as <Customs Cleared> (lots 6, 7 and 8) are available for bidding to the general public in Ukraine.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Lot #** | **Vehicle** | **Year** | **UNHCR Tag # + plate number** | **VIN code** |
| 1 | TOYOTA LAND CRUISER PRADO 150\*Not customs cleared\* |  | 950022DP 209 001 | JTEBH3FJ90K141300 |
| 2 | TOYOTA LAND CRUISER PRADO 150\*Not customs cleared\*  |  | 950024DP 209 034 | JTEBH3FJ30K141230 |
| 3 | TOYOTA LAND CRUISER PRADO 150\*Not customs cleared\*  |  | 950030DP 209 009 | JTEBH3FJ40K146615 |
| 4 | TOYOTA LAND CRUISER PRADO 150\*Not customs cleared\*  |  | 950023DP 209 032 | JTEBH3FJ005082359 |
| 5 | TOYOTA LAND CRUISER PRADO 150\*Not customs cleared\*  |  | 950029DP 209 002 | JTEBH3FJ50K145179 |
| 6 | Nissan Pathfinder <Customs cleared> |  | 950021DP 209 005 | VSKJVWR51U0557330 |
| 7 | Nissan Pathfinder <Customs cleared> |  | 950020DP 209 004 | VSKJVWR51U0557170 |
| 8 | Nissan Pathfinder <Customs cleared> |  | 950019DP 209 003 | VSKJVWR51U0557010 |

I, the under-signed hereby accept the Terms and Conditions on page 1 and make a firm offer for the vehicle(s) as provided below.

Lot # : \_\_\_\_\_\_\_\_\_\_ Vehicle Description : \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Amount of bid (in numbers) and currency : \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Currency of bid : \_\_\_\_

Name (printed clearly) : \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Address : \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Email: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Telephone: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signature \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_